

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

**Executive Committee: Wednesday, January 14, 2003; 2:00 p.m.**

**Executive Committee Panel Members Present:** Charla DeWitt, Alex Ford, Karen Frohoff, Jacque Hukill, Diane Sharp, Gary Smith, Scott Teague

**Other Panel Members Present:** Roberta Alston, BeLinda Henson, Diana Howell, Vickie Shearer, Sharon Tomlin, Anna Winchell

**Others:** DECS--Renee Scott and Maureen Hall

Topic	Key Points	Action/Follow-up
Presiding: Jacque Hukill, Chair		
Review Agenda for Meeting	<ul style="list-style-type: none"> <li>SAPEC Officers were elected at the Oct. meeting therefore no vote will be required.</li> <li>Intent of Tower visit is a walk through only. Meet and greet. Staff will be coming on Thursday to explain what they do and who they service.</li> <li>Possibility of changing meeting start time on Thurs. to 8:00 a.m. instead of 8:30 a.m. due to length of agenda</li> <li>Clatis Walker will present KYCASE and Co-op information</li> </ul>	<ul style="list-style-type: none"> <li>Delete election of panel officers from agenda</li> <li>Committee agreed to meet at 8:30 and not change the time.</li> <li>Nancy La Count will be added to the agenda for Thurs. morning and will give an overview of the KDE work plan</li> <li>Explain the purpose of the Public Hearing. Role of Panel Members at Public forum. Add to Thursday AM item 4.</li> </ul>
Review of October 2003 Minutes	See changes in minutes to make recorded changes	<ul style="list-style-type: none"> <li>Executive Committee will move to approve the October minutes with corrections at this evening's meeting</li> </ul>
Chairperson Report	Jacque is asking for patience and wants productive meetings. She wants members to always remember the purpose of the panel; focus on the strategic plan; advise DECS; and allow members opportunities to address issues that are important to their personal concerns and their professional agendas.	<ul style="list-style-type: none"> <li>Each committee should look at what has taken place during the last few meetings and check to see if the appropriate follow-up was done.</li> <li>Assignment of new committee members to committees will be done later in the evening.</li> </ul>
Adjournment	2:45 p.m.	

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

**General Session I: Wednesday, January 14, 2004; 3:45 p.m.**

**Panel Members Present:** Roberta Alston; Charla DeWitt; Alex Ford; Karen Frohoff; Belinda Henson; Diana Howell; Jacque Hukill; Diane Sharp; Vickie Shearer; Gary Smith; Scott Teague; Sharon Tomlin; Anna Winchell; Ex-officio-- Maggie Adams, Cabinet for Health and Family Services  
**Others:** DECS--Renee Scott, Maureen Hall, and Mike Miller; Theresa Combs , Senior Attorney KSBA; Clatis Walker, Central Kentucky Cooperative; Jeanna Mullins, MSRRC; Dot Stallard, and Mary Fehrenbach, Interpreters

Topic	Key Points	Action/Follow-up
Presiding		
Review Agenda		<ul style="list-style-type: none"> <li>Amend agenda to reflect the general session to begin at 3:45 p.m.</li> </ul>
Welcome and Introductions	Welcome by Presiding Chair, Jacque Hukill Introduction of panel members and visitors	
Clatis Walker: Status Report: Central Kentucky Special Education Cooperative and Responsibilities of Co-ops	<ul style="list-style-type: none"> <li>Central Kentucky Special Education Cooperative represents 24 districts.</li> <li>The state structure includes 11 coops in the state supported by External federal funds and flow through funds, Part B. 80% of this funding goes to local districts. Co-ops provide regional services and work with their districts to pool money and resources</li> <li>Co-op directors work together with school district Superintendents in the co-op area.</li> <li>Services that are offered vary by each co-op area based on their needs. <u>Directory of the Co-Ops Hand-out</u></li> <li>Reading First Initiative- \$13 million to states, \$10 million to districts and \$3 million to the co-ops to teach reading to children with special needs</li> <li>Co-ops have identified that the Low incident area is growing especially in autism and Asperger's and co-ops are trying to come up with assistance to districts.</li> <li>Behavior specialist is also another area of need in each district. Co-ops try to focus on school wide behavior management programs</li> <li>Some co-ops have established a lending library of resources and or equipment. Many supply specialized assessment test kits to lend to districts for assessing the needs tests for students who are Limited English speaking. Co-ops can Purchase and warehouse materials and resources for districts to use to meet school needs.</li> <li>NCLB (No Child Left Behind) is main emphasis of co-ops to address what and how are we going to address the problem of special education teachers meeting the "highly qualified" standards of the legislation</li> <li>Co-ops are also in charge of training for emergency and probationary teachers. 1,400 in year 2002-2003. 24 hours required for emergency teachers. Co-ops provide 18 hours of that training</li> <li>DECS has been very supportive of the co-ops and they work collaboratively.</li> <li>Co-ops can work 1:1 with directors and with the supt.</li> <li>Renee Scott is the "liaison" guiding light for the co-ops.</li> </ul>	<ul style="list-style-type: none"> <li>Contact a director of Jill Griffiths regarding possible topics for April Co-op retreat.</li> <li>Sharon Davis president of KYCASE , request list of Executive Committee, 2003-2004</li> <li>Possibility of adding panel members to co-op mailing list for copies of monthly agendas. Statewide Network of Special Education Cooperatives meeting agenda. Jill Griffiths is chairperson. Looking at information that co-ops have re: alternative diploma tracks.</li> <li>Request was made to Place advisory panel members on monthly agenda list of the co-op director's meeting agendas</li> </ul>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Action/Follow-up
	<ul style="list-style-type: none"> <li>• Priorities follow Kentucky continuous monitoring systems issues. Preschool transition, closing the achievement gap, literacy, and LRE</li> <li>• Co-ops are not told “what experts” they must hire but they must be able to address the issues that school districts require assistance</li> <li>• May develop study groups to address needs not met by consultant expertise.</li> <li>• May fund transition facilitators within school districts.</li> <li>• Local school districts are the governing boards of the co-ops. They do not provide individual services for a child but work to build capacity within the school or district for the child</li> <li>• Work with other state agencies: How do we meet resistance from school districts who are not willing to up hold the law to meet the child’s needs?</li> <li>• Directors and co-ops job is to provide knowledge so better decisions are made for children.</li> <li>• Co-ops are trying to determine what they are doing to impact student progress and student change</li> <li>• Looking for the outcomes of the training-data driven. Are teacher behaviors and student learning changing as a result of the trainings? This is difficult to measure but the co-ops are trying to meet the accountability objectives of the state and the federal govt.</li> <li>• Career Path Diploma option is a current hot topic within the co-ops</li> <li>• Partnership and get groups working together on same mission items.</li> <li>• Jefferson County developed new tool kit on working with students with low-incidence disabilities and is willing to share with all the districts and co-ops</li> </ul> <p>Hand-outs: Program <u>Outcome Model-Performance Management System</u>; <u>DRAFT document CNFMP</u>; <u>State map showing co-op areas</u></p>	
Adjourn		Adjourn for dinner and return at 6:15 p.m.
Reconvene: 6:39 p.m.		
Agenda Approval	<ul style="list-style-type: none"> <li>• General Session started at 3:45. This evening is a continuation of the 3:45 meeting</li> <li>• Officers were elected in October. No vote needed.</li> <li>• Add Nancy LaCount to Thursday’s agenda as item III</li> <li>• Item IV will be the role of panel members at the public hearing</li> <li>• 9:45 Friday morning committee work. Unmet needs will meet in the seminar room on Thursday.</li> </ul> <p>Panel will start at 8:30 Thursday morning</p>	<ul style="list-style-type: none"> <li>• Motion for approval of agenda by Charla DeWitt. Roberta Alston 2<sup>nd</sup> Motion carries</li> </ul>
Approval of minutes of Oct. 3 meeting	<ul style="list-style-type: none"> <li>• Review changes and approve minutes with recorded changes</li> <li>• Motions were incorporated into the minutes rather than being listed separately</li> <li>• Mark draft off the top of the sheet</li> </ul>	<ul style="list-style-type: none"> <li>• Motion to accept minutes Diane Sharp, 2<sup>nd</sup> Alex. Motion carried. Approved as corrected</li> <li>• Corrected minutes will be in your packets in April</li> <li>• Initial minutes that were approved so we know what we have passed.</li> </ul>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Action/Follow-up
Review Information from the Packets	<ul style="list-style-type: none"> <li>• Membership list/See changes to membership list</li> <li>• Please look at 2004 meeting dates as all are not the 3<sup>rd</sup> week of the month-had to do with park availability</li> <li>• Jeanna Mullins will give copies of the action plans of the strategic planning process</li> <li>• Parent professional conference the public hearing Sat. 2/28- 2:15 to 3:45 used to be Hurstbourne Hotel/now the Clarion in Louisville. Parent professional conference some panel numbers get scholarship for the conference. It comes out of the same pot of money.</li> <li>• Nancy La Count the June document was the latest edition.</li> <li>• New Reg. went into effect on Jan 8<sup>th</sup>: Title I Moving each child to proficiency and summary of key position (check for accuracy)</li> <li>• Annual Performance Report new documents needed for completion. Gary Smith and Kathy Merriman have been active members in the development of this process.</li> <li>• Meeting forms: templates for each committee are available.</li> <li>• Misc. travel voucher in ink, signed and a quick turn around on getting money. Process as a group</li> <li>• List of acronyms in resource guide in the training manual.</li> <li>• New appointees to Aug 8<sup>th</sup> 2006</li> </ul>	<ul style="list-style-type: none"> <li>• Renee Scott will have card stock dividers with tabs to divide information in packets for next meeting to make it easier on members</li> <li>• DECS will pay for panel member's registration but cannot direct bill for rooms. Turn in registration to Renee Scott.</li> <li>• Need a large room for the panel hearing for accessibility.</li> <li>• KYCASE Conference will be also available for panel members to attend.</li> <li>• Charges for new and experienced panel members- review the handouts and look at the committees and try and decide what is your best fit. We may need to shift membership. We will start at 8:30 in the morning.</li> <li>• Autism institute: share flier</li> </ul>
Adjourn		<ul style="list-style-type: none"> <li>• Motion to adjourn Diane Sharp, Diana Howell 2<sup>nd</sup>. Motion carried.</li> </ul> <p>Adjourned at 7:30 p.m.</p>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

**General Session II: Thursday, January 15, 2004; 8:30 a.m.**

**Panel Members Present: Roberta Alston; Berta Calvert; Charla DeWitt; Alex Ford; Karen Frohoff; BeLinda Henson; Dianna Howell; Jacque Hukill; James Knoll; Kathy Merriman; Norb Ryan; Gary Smith; Scott Teague; Sharon Tomlin; Anna Winchell; Ex-officio--Karen Lawrence; Maggie Adams; Sandy Goodlett**

**Others: DECS -- Earlene Amyx; Denise Bailey; Gwen Buffington; Ava Crow; Artie Delaney; Pam Goins; Johnnie Grissom; Maureen Hall; Nancy LaCount; Preston Lewis; Laura McCullough; Mike Miller; Jan Richards; Toyah Robey; and Brenda Rue; Interpreter - Mary Fehrenbach; MSRRRC - Jeanna Mullins; IHDI - Beth Harrison; Senior Attorney KSBA, Teresa Combs; Woodford County Director of Special Education Teresa Wasson; UK professor, Charlie Muntz; Fayette County Parent Resource Center, Donna Gatewood**

Topic	Key Points	Action/Follow-up
Presiding: Jacque Hukill		
Introductions		
Dr. Johnnie Grissom KDE Update	<ul style="list-style-type: none"> <li>Economic Issues: Major cuts will be in the dept so far no cuts in exceptional children's services. 2005-2006 will be very difficult. KSB and KSD have not experienced any cuts and remain fully funded.</li> <li>Panel service is very important. Our major goal is ALL means ALL</li> </ul>	
Nancy LaCount KDE – Office of Academic and Professional Development	<ul style="list-style-type: none"> <li>Handout: <u>Standards based student centered classrooms.</u></li> <li>Agency plan on priority work for 1 to 3 year timelines</li> <li>Used state wide data to develop this plan and focus</li> <li>Curriculum Standards, POS and Core Content used to determine how and what do I teach? How to I plan all the instruction?</li> <li>Teachers need assistance to build accountability and assessment driven decisions</li> <li>Looking for web-based technology based place for information for teachers and for families to go for information</li> <li>Reading Strategies in Action CD on reading strategies. CD was given to every school and all special ed co-ops. Very powerful tool for teaching reading strategies to teachers.</li> <li>Reading First Grants \$89 million grant for primary teachers and all K-12 special education teachers. Grant purpose provide Professional Development to all primary school teachers and special education teachers</li> <li>Math Initiative will be developed in the future.</li> <li>Reflective teaching module will be developed and strands for assessment and accountability pieces will work.</li> <li>A leadership initiative is also being developed</li> <li>Alternate portfolio is built in and under each area. Diverse learner information is embedded into each first level of information.</li> <li>DJJ and Mental Health teams/schools need to also receive the Reading Strategy CDs</li> <li>Gifted and talented students issues are also embedded into all areas of the web format</li> </ul>	<ul style="list-style-type: none"> <li>Panel members requested larger print version of new technology plan</li> </ul>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

[illegible]

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Action/Follow-up
	<ul style="list-style-type: none"> <li>• OSEP has told North Carolina that we will not approve an alternative routes or Career Path diplomas that were in process that unmet needs was going to use as a model</li> <li>• Video tape has been developed. "A Road to Your Future" 10 minutes long re: post school supports and strikes a balance between identifying supports and the limits of these supports. Districts can reproduce the video themselves</li> </ul> <p>Charlie Muntz; comments regarding the process and the functions that the panel must do. You are a federally mandated panel. In Oct. you were asked to address MMD students' issues and to send a letter to Wilhoit. Asked the panel to verify if this was done. Minutes do not reflect that a letter was sent and what was the response of Commissioner Wilhoit. Jacque Hukill reported that there was no response from Wilhoit to the letter sent by panel chair, Patty Williams.</p> <p>Charlie Muntz was concerned that the successful students are learning disabled and not students with mild mental disabilities.</p> <p>EPSB issues relating to Alt. certification tracks and the new approved PRAXIS exams for certification of LBD teachers. Information for the changes are on the EPSB web site in the January meeting notes</p> <p>Timelines for initiation and timelines for completion must be added to the committees' plan.</p> <p>We must do work between panel meetings and must have follow-up.</p>	<ul style="list-style-type: none"> <li>• Panel members will be given copies of the video to share with their constituents.</li> <li>• Charlie Muntz asked the panel to verify what was done. Minutes do not reflect that a letter was sent and what was the response of Commissioner Wilhoit.</li> <li>• Response will be documented in the minutes of this meeting in regards to the Commissioner's lack of response to the panel's letter.</li> <li>• Letters and follow-up must be sent to the chair so we can take care of ensuring that the panel is completing their work.</li> <li>• If the current diploma system works in some districts, then the panel is requested to asks KDE to do a study on all students with IQ of 55 to 60 to see how many are passing students and how many are graduating and lets replicate what those districts are doing</li> <li>• Pull out all action items as agenda items. Follow-up on action items on agenda.</li> <li>• Set up web page for the panel and Chat rooms for the committee groups to work on issues. Work with Judy Mallory on setting up web page for the Panel</li> <li>• Unmet needs committee will give a walk-through of their recommendations</li> </ul>
Gary Smith, chair Rules, Regulations and Federal Reports Committee	<ul style="list-style-type: none"> <li>• There is a new graduation formula that was developed around NCLB</li> <li>• Drop out data is counted on students in 7<sup>th</sup>-12<sup>th</sup> grade</li> <li>• Students with certificates of completion are counted as drop-outs and this is a federally determined criteria.</li> </ul>	<ul style="list-style-type: none"> <li>• Motion: Gary Smith - Invite Dr. Jim Simpson to speak at meeting in April to discuss NCLB and be available to meet with the CPSD committee for a more in-depth discussion after the general meeting</li> </ul>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Action/Follow-up
	<ul style="list-style-type: none"> <li>Students can be counted differently depending on reports Safe Schools, IDEA, and NCLB</li> <li>Students who earn a GED are counted as a drop-out in the state formula. Students can be enrolled in special education until age 21 but will be considered a drop out. GED is not considered to be a diploma in Kentucky.</li> <li>Home schooling is not considered a drop-out.</li> </ul>	2 <sup>nd</sup> Alex Ford. Motion carried.
James Knoll, chair Comprehensive System of Professional Development Committee	<ul style="list-style-type: none"> <li>Window for opportunity to respond to e-mail drafts</li> <li>Timelines and letters need to be modified since the plan was not approved until this meeting</li> <li>Look for competency measure rather than a course specific request for chairs of ARCs.</li> <li>Tie requests to districts for PD to their consolidated planning process.</li> </ul>	<ul style="list-style-type: none"> <li>Dr. Knoll will be taking responsibility for drafting letters from the panel for his committee and submitting drafts to the chair.</li> </ul>
Introduction of DECS staff and their roles and responsibilities	<p><b><u>Renee Scott, Branch Manager Administrative and Accountability Branch</u></b></p> <ul style="list-style-type: none"> <li>Support to SAPEC</li> <li>Special Education Traineeship Program; scholarship program - 1,370 emergency and probationary teachers not including alternative certification students. Northern Kentucky University oversees the traineeship program.</li> <li>1.6 million for tuition assistance program</li> <li>Technical assistance to emergency and probationary teachers for meeting PD</li> <li>Gwen Buffington: answering districts and parents questions; SLP by trade; work with Speech and Language Ps (SLP) and Speech and Language P Assistants (SLPA) and with Deaf and Hard of Hearing; scholastic reviews; special projects committee for part C: early childhood; reviews and responds to annual performance reports – OSEP; instructional strategies for all areas; articles for Deaf and Hard of Hearing (D/HH) and Literacy cross agency team; D/HH; Deaf/Blind (D/B), visually impaired</li> <li>Maureen Hall: Department of Juvenile Justice – “One Child-One Family at a Time” video for families; Cross agency teams: assessment; literacy team; drop-out prevention information; scholastic review processes; SETS advisory group technology tracking system; continuous monitoring</li> <li>Mike Miller: Very Special Arts; KYCASE; SAPEC; complaints and hearings; waivers for special education re: class size, case load; grade range and shortened school day; alternative certification program with Murray State; Cross agency teams: Educational Professional Standards Board (EPSB): restructuring secondary schools</li> <li>Ava Crow: due process hearings and complaint investigation and works with Sammie Lambert</li> </ul> <p><b><u>Preston Lewis, Branch Manager Program Services and Practice Branch</u></b></p> <ul style="list-style-type: none"> <li>Denise Bailey – reading first, division curriculum; collaboration; special education teacher of the year</li> <li>Pam Goins: Instructional Discipline Pilot program; mental health agencies; home hospital; educational mediation system; co-chair Choices and Changes Conference with education</li> </ul>	



**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Action/Follow-up
	<p>and mental health and families</p> <ul style="list-style-type: none"> <li>• Artye Dulaney: KDE exceptional children's conference; research based information on transition, etc.</li> <li>• Toyah Robey – behavior consultant; behavior consultant network; KYCCBD summer behavior institute Drop Out Tool Kit prevention project; School culture and climate; behavior home page through UK; Closing the Achievement Gap</li> <li>• Laura McCullough – behavior prevention issues; all school issues; culture and climate; work with outside agencies as well on behavior issues;</li> <li>• Jan Richards- parent information and services; closing the gap; SBDM; family literacy; TBI and agencies; transition; self-advocacy; self-determination for students; adult issues relating to advocacy</li> <li>• Brenda Rue: Accessibility to the curriculum; KATS on line; Revision of Collaboration Guidelines</li> <li>• Preston Lewis: Universal Design for Learning (UDL) project working towards proficiency; Accessibility and the curriculum; 2004 CATS on line assessment manual for special needs and LEP students; OT, PT, SLPS; Transition Issues; Job Coach Programs; Drop out prevention; SPLASH training; Alternative Portfolio; Assistive Technology</li> </ul>	
Jacque Hukill	<ul style="list-style-type: none"> <li>• Excellent staff and support from DECS and we appreciate their time with the panel. Short break to prepare for committee work.</li> </ul>	
Jeanna Mullins, MSRRC	<ul style="list-style-type: none"> <li>• New members were assigned to committees based on rotating membership and to ensure parent interests are being represented</li> <li>• Identify all members on your committee at the top of the plan</li> <li>• Identify overarching goal for the committee</li> <li>• Make sure timelines are identified– goals are for 1 year to be completed by January 1, 2005</li> <li>• Estimate initiating beginning and completion dates for each goal</li> <li>• Include committees on-going commitments</li> <li>• Insure relevant top priorities are being met.</li> <li>• Revise all content to be relevant so committee can begin implementation of timelines.</li> <li>• Use June and Oct. meeting minutes to ensure we are completing those tasks.</li> <li>• Committees will report back at 3:45</li> <li>• Discussion of location of SAPEC letterhead stationary.</li> </ul>	<p>Committee assignments for new panel members and ex-officio member:</p> <ul style="list-style-type: none"> <li>• Sharon Tomlin – Unmet Needs</li> <li>• Vicki e Shearer – Rules, Regulations and Federal Reports</li> <li>• Anna Winchell – Comprehensive System of Professional Development</li> <li>• BeLinda Henson – Procedural Safeguards</li> <li>• Maggie Adams – Unmet Needs</li> </ul> <p>• Chair will contact Patty Williams for the stationary.</p>
Adjournment		

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

**General Session III: Friday, January 16, 2004; 8:00 a.m.**

**Panel Members Present: Roberta Alston; Berta Calvert; Charla DeWitt; Alex Ford; Karen Frohoff; BeLinda Henson; Dianna Howell; Jacque Hukill; James Knoll; Norb Ryan; Gary Smith; Scott Teague; Sharon Tomlin; Anna Winchell; Ex-officio - Karen Lawrence; Maggie Adams**

**Others: DECS – Renee Scott; Maureen Hall and Gwen Buffington; Interpreters - Dot Stoddard and Mary Fehrenbach; MSRRC - Jeanna Mullins; KSBA Senior Attorney - Teresa Combs**

Topic	Key Points	Actions/Follow-up
Presiding: Jacque Hukill	Welcome and Introduction of panel members and guests	
Rhonda Sims, CATS Assessment Commonwealth Accountability Testing System	<p>Handout: Power Point Presentation</p> <ul style="list-style-type: none"> <li>• Assessment based on standards from the Program of Studies and Core Content</li> <li>• NCLB ties receiving Title I funds to compliance with NCLB. Being in compliance is not easy to accomplish. Most states had accountability systems in place and would not like to change their entire process</li> <li>• 2003 all schools in KY received a NCLB report regarding making adequate yearly process, schools as a whole and with each population within each school making it very hard for districts to achieve this measure</li> <li>• Only 25 districts made the Annual Yearly Progress (AYP) out of 176 for 2003</li> <li>• 3 basic issues to meet AYP: a.) meet measurable objectives in Reading and Math % of students who score proficient and above; b.) show progress on other academic indicators. At high school it's graduation rate. At elementary and middle school in KY is our accountability index; and c.) test at least 95% of enrolled students and subpopulations of sufficient size. Students at schools for less than 100 days their scores will be sent back to their previous school. Any child who has not been in school for 100 days will not be counted in the No Child Left Behind calculations</li> <li>• Highly transient students may not be counted in the accountability system</li> <li>• If students were home schooled and never were in public education and then come to school for the first time they will still be counted</li> <li>• We will continue to use the CATS criteria for 100% assessment and hope that districts and principals will be professional</li> <li>• 2014 every child must reach proficiency on NCLB. There is no recognition of progress if students and schools are making progress. In the state we have a school focus. In NCLB every child must reach proficiency.</li> <li>• Increasing set of consequences State rewards and assistance</li> <li>• Federal system –punitive measures only if you do not meet your AYP for 2 years. You must offer school transfer and send letters to all parents within school. Preference given to lowest performing students. Families did not choose to transfer students because there were not other local choices. Generally parents were happy with their elementary schools.</li> </ul>	

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Actions/Follow-up
	<ul style="list-style-type: none"> <li>Other counties do not have to accept other students from another county. Federal law will not pay for the transportation</li> </ul> <p>Rhonda Sims can be contacted at 502 564-5094 or at rsims@kde.state.ky.us</p>	
Diana Howell, Chair Unmet Needs Committee	<ul style="list-style-type: none"> <li>Concern that many committees are duplicating information. Chair and Renee will look at all committee reports to ensure that we are not duplicating efforts.</li> <li></li> <li>Renee Scott reported that according to Dr. Johnnie Grissom, Commissioner Wilhoit believes he responded to the requests of the panel by providing copy of letter to Jill Griffiths.</li> </ul>	<ul style="list-style-type: none"> <li>Request DECS provide a ream of paper and the secretary can be reimbursed for a printer cartridge on her expense reports.</li> <li>In the future, final reports will be generated by the secretary by the last day of the meeting.</li> <li>The letter to Commissioner Wilhoit needs to be added back to the Unmet Needs Committee action plan and include the response from the Commissioner to Jill Griffiths.</li> <li>The commissioner's answers need to be reviewed to see if he has addressed all the answers to the 14 questions.</li> </ul>
Jacque Hukill Re: letter/panel	<ul style="list-style-type: none"> <li>Panel decision from last October. The Unmet Needs Committee report was modified to take the joint letter out to CEC and KYCASE.</li> <li>Rules and Regulations, and Federal Reports Committee report hard copy was passed out to panel members.</li> <li>Patti Williams did send a letter to Commissioner Wilhoit requesting a response. Dr. Johnnie Grissom at the request of Commissioner. Wilhoit gave the panel a copy of a letter he wrote to Jill Griffiths and others in response to the questions sent to him. Questions sent to the Commissioner were given to the panel by Charlie Muntz and were the same questions addressed in the Commissioner's letter.</li> <li>We should have a member from KYCASE to continue the discussion at the April meeting. Who is the lead person in the group with expertise with MMD population.</li> </ul>	<ul style="list-style-type: none"> <li>The panel accepted the Unmet Needs Committee work plan. Motion carried.</li> <li>DECS needs enough lead time to set up time to bring in people for meetings.</li> <li>Alex Ford: Motion that we invite all the stakeholders to come to the April meeting including Charlie Muntz as well as the respondents to the letter. Charla DeWitt 2nds. Amendment: James Knoll Request the chair draft a brief letter to the Commissioner that we are going to continue to work on this issue and thank him for his forwarding the response from Jill Griffiths. Motion Carries:</li> <li>Panel requests DECS compile a list of the schools and districts referenced in the Commissioner's letter that are performing well in the district. All persons who have</li> </ul>

**State Advisory Panel for Exceptional Children  
January 14-16, 2004  
Capital Plaza Holiday Inn, Frankfort, Kentucky**

Topic	Key Points	Actions/Follow-up
		<p>relevance to this issue should be invited to the April meeting.</p> <ul style="list-style-type: none"> <li>• Copy of KYCASE position paper for members at the April meeting</li> <li>• Contact Jill Griffiths and others who received the response to get copies of their responses to have at the April meeting.</li> </ul>
Jeanna Mullins, MSRRC, Strategic Plan	<ul style="list-style-type: none"> <li>• The panel used the process well and now needs to follow through with what you have done so you can make the necessary revisions. We should review and assess at the end of each year to view our progress and the annual report will give us the structure the panel needs.</li> </ul>	
Annual Reports, Unfinished Business and Announcements	<ul style="list-style-type: none"> <li>• Annual Reports have not been submitted for 2001 and 2002. The 2003 Annual Report is due July, 2004. <ul style="list-style-type: none"> <li>- Copies of other states' reports will be requested from Jenna Mullins. Renee Scott also has some examples from previous years that can be used as models.</li> <li>- Annual report format has not been available and now we will have copies for the committee to review and the exec committee could work on the report as we go.</li> <li>- We will go through the past minutes to make annual reports for the missing reports to be in compliance. The request has been made to MSRRC and Renee Scott will provide those copies. There are 4 states that we have samples from in Oct. 2002.</li> </ul> </li> <li>• Panel members need to bring panel notebooks so we have a history and the documents to support our decisions. Can we have historical binders from the previous years? Do previous chairs keep information that we may need to have?</li> <li>• Copies of all correspondence to the panel should be kept by the secretary and chair. Historian can scan documents and keep a CD record of the information. Renee Scott keeps records for 5 years. Renee Scott, as DECS staff liaison, is the panel historian.</li> <li>• Bylaws need to be revised specifically to add the term "electronically". Proposed revised bylaws must be submitted at least 30 days prior to the April meeting.</li> </ul>	<ul style="list-style-type: none"> <li>• Charla DeWitt, BeLinda Henson, and Scott Teague volunteered for this task.</li> <li>• State Advisory Panel chairperson will be invited to attend May 11-13<sup>th</sup> OSEP Leadership Conference in Washington, D.C. with one KDE staff person.</li> <li>• Alex Ford: Motion: Allow chair and executive committee to set the agenda for the April meeting. Roberta Alston 2nds. Motion carries.</li> </ul>
Adjournment.		<p>Gary Smith moves to adjourn. Alex Ford 2nds. Motion carries. Adjourned at 11:30 a.m.</p>